



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2019-0198 Version 2

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Facilities/Ordinance

DATE: February 24, 2020

SUBJECT: Increase to Blanket Purchase Order for HVAC Preventative Maintenance & Repair Services

REQUEST:

City Council is requested to increase the blanket purchase order issued to K & S Ventures, Inc., 2653 Auburn Road, Auburn Hills, Michigan, for HVAC Preventative Maintenance and Repair Services for eight City owned buildings in the amount of \$35,000.00 for a new not-to-exceed amount of \$77,000.00 through June 30, 2020.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine maintenance of the equipment in these facilities, including the heating, ventilation and cooling equipment (HVAC). K & S Ventures, Inc. was awarded the contract for preventative maintenance and repairs services based on a competitive solicitation.

The increase to the blanket is requested due to the unexpected repairs that came up at several City buildings.

PROCESS:

Vendor Name and Address:

K & S Ventures, Inc.
2653 Auburn Road
Auburn Hills, MI 48326

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2019 and FY 2020 Adopted Budgets.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$80,000	\$77,000	\$3,000

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order issued to K & S Ventures, Inc., 2653 Auburn Hills, MI for HVAC Preventative Maintenance and Repair Services for eight City owned buildings in the amount of \$35,000.00 for a new not-to-exceed amount of \$77,000.00 through June 30, 2020.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A